



**Town of Arlington, Massachusetts**  
**730 Massachusetts Ave., Arlington, MA 02476**  
**Phone: 781-316-3000**

**webmaster@town.arlington.ma.us**

## **BOARD OF YOUTH SERVICES MEETING MINUTES**

### **9/21/2011**

Arlington Board of Youth Services

Approved Meeting Minutes

9/21/11

Present: Carlene Newell, Ann Horgan, Lynn Horgan, Lori Talanian, Joan Axelrod, Christine Connolly, Mary DeCoursey

The Arlington Board of Youth Services welcomes all to the first meeting of the 2011/2012 season.

- Updates from Chair
  - Review of minutes from May: Lori T move to accept; seconded by Joan A; unanimous vote to access minutes
  - Town Day Recap: Great success; a lot of visitors to booth; some people bought note cards and tickets for the annual fundraiser.
  - Format of meetings: Suggestion—Committee updates will not be presented at every meeting but Committee Chairs will be asked for any updates
  - Appointments: Christine reports there will be three open positions; there are three candidates; will be interviewed and appointments will be made in the next few weeks
  - "Arlington Gives"—A group of non-profits in Arlington; will develop a website of town organizations; will list all services in town with connections to each organization's web page; goal is to encourage people to use in-town organizations and to donate to local organizations

#### 3. Updates from Christine

Natasha attended a public relations/marketing seminar

Suggests that AYCC set up Facebook and Twitter accounts

Ann H. made a motion to explore setting up a page, the legalities and monitoring for a page; seconded by Lori T.

#### 4. AYCC-Update-Phyllis

- Satisfaction survey sent out to all clients but minimal returns (16)
- Developed a mutual evaluation form
- Asked staff to complete Survey Monkey about their satisfaction

- 122 clients currently with 6 kids on the wait list
- 9 staff + administrative team
- Think Kids training finalized for November 1-Hope to get most of staff trained
- Want to push the "Gift Fund" at the Auction
- At the Michael Thompson event (10/13), will have table for AYCC and advertising Auction

5. Plans for the Year

- Proposal to set up a "Gift Fund" committee. Gift Fund has supported things like camperships, school supplies, summer camp, afterschool etc. for families that otherwise would not be able to afford these items.
- Thanksgiving Food drive: Joan A. and Mary D. will do Thanksgiving; will have meeting;
- Holiday help needs a location; letter needs to go out 10/15 with letters back 11/1; Lori will work with Patti and Ann H. agreed to help

6. Fundraising/Auction

- Have done well with Auction Items
- Trying to make this "Introductory event" a tradition for future years
- Need to get the word out

7. Next meeting 10/12: Will focus on Auction preparation only; Then meetings will be first Wednesday of each month .  
November focus will be establishing committees.